

UNDERGRADUATE RESEARCH PRESENTATION AWARDS

Application Guidelines

The Undergraduate Research Presentation Awards Program provides financial assistance to undergraduate students who present the results of their research or creative works at professional conferences, exhibits, or performances. Students must present their own research or creative work as the primary (first) author, exhibitor, or performer. The awards are funded by the Office of the Provost and disbursed through the Office of Undergraduate Research.

Eligibility

Any student whose results of their research or creative activities have been accepted through peer-review at a professional conference or juried exhibit or performance and who will be enrolled as a full-time (12 hours) BGSU undergraduate student at the time of the presentation is eligible to apply. The work presented must be the result of independent research or other creative activity by the student (i.e., not a class project) under the guidance of a BGSU faculty mentor. The faculty mentor is required to submit a concise letter in support of the student's application. If the presentation involves results from collaborative work, the faculty mentor should confirm that the primary contribution was by the student applicant. Supporting evidence of acceptance should clearly identify the student applicant as the primary (first) author and presenter, exhibitor, or performer. A student may receive only one award per academic year.

Application

Application for an award must be made prior to attending the conference. The application consists of a completed [Application Form](#), a copy of the letter of acceptance from the conference/show, and a concise letter of support from the faculty mentor. In this letter, the mentor should elaborate on the nature of the conference, exhibit, or performance, indicate how this experience will impact growth of the scholarly or creative capabilities of the student, and outline their role in this project. Also, Department and College endorsement of the application is requested, and financial assistance from the Department and/or College will be viewed as a favorable endorsement of the activity. Requests from OUR may be up to a maximum of \$200. Awards may be given for less than the amount requested. Applications should be submitted to the [Office of Undergraduate Research](#).

Evaluation and Notification

Applications will be evaluated and funding decisions made on a rolling basis with typical turn around time of two weeks. Notification of the decision will be sent to the student and their faculty mentor by email. It is anticipated that 10 to 15 awards will be available per semester.

Disbursement of Funds

Upon return from the conference, the student should prepare and submit a BGSU [Travel Expense Report](#) through the Office of Undergraduate Research. Be certain to retain all original receipts relating to your conference attendance. Staff in the faculty mentor's department office should be able to help students complete the Expense Report. In addition, students must submit a brief (single-page) summary of their experience(s) including an evaluation of the impact of their participation on their educational and/or career goals.